

**Safety Action Team
Meeting Notes
April 30, 2004**

Attendance Michael Boersma, J. Thomas Bruff, Tim Colling, Anna Christiansen, Jim Culp, Kathy Farnum, Paul Hamilton, Lawrence Hummel, Robert Lariviere, Chuck Mills, F/Lt. Thad Peterson, Kerrie Schattler, Russell Tappan, Jr.

Meeting Overview
(25 words or less) Chuck Mills reviewed the agenda and the information that was emailed to all participants from the Action Team. Team discussed implementation plans for action items 3 and 4. Review of Matrix of Needs. Future meeting dates set.

Meeting Notes

1. Review of implementation plan for Action Item #4 as presented via email. This format will work very well in reporting out.
2. Review of implementation plan for Action Item #3 as presented via email. Focus on both ends of the spectrum the elderly and preteens. Review current action plans regarding these issues and fill in the gaps.
3. Review of the Matrix of Needs was again brought up. Possible focuses include initiating local safety education training, coordination and team building using the existing resources, teams and committees that are currently working in this area. Ran with the idea of creating "Champions for Traffic Safety".
4. Homework to focus on how we can coordinate and bring in partners into the mix so that many more agencies can be included. Also focus on commenting and circulating our approach to our local partners to provide a broader perspective into how to improve upon the current system. May 14th deadline to send out for review and May 28th is deadline for final comments back to Chuck for distribution to all members in the Action Team.

Additional Resources

1. Elder Mobility Fall Conference, Detroit, MI September 2004
2. GTSAC
3. Existing websites: MDOT, SEMCOG, OSHP, CRAM, MML, MTU, MSU, U of M, NACE, LTAP, FHWA, etc.

Action Items

1. Work on mass distribution with coordinated effort from agencies
2. Work on coordination of input from local partners in safety
3. Continue to structure the final implementation plans and Matrix

**Proposed
Agenda Topics
For Next
Meeting**

1. Review Draft Implementation Plan for Action Items 1 & 2.
 2. Review Final Implementation Plan for Action Items 3 & 4.
 3. Review any additions to Matrix.
 4. Draft agenda for next meeting.
 5. Post critique of the meeting.
 6. Set next meeting date and time
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**Next Meeting
Dates**

1. Friday, June 4, 2004
9:00 am - 12:00 pm
Aeronautics Commission Room, 2700 Airport Services Drive, Lansing
2. GTSAC
Friday, June 18, 2004
OSHP Facility, Collins Road, East Lansing